

**Personnel Committee  
Monday, August 18, 2014  
Conference Room B, Beck Municipal Building**

**Minutes**

Members Present: Toni Moran (Chair), Alex Marcellino, Elizabeth Wassmundt

Other Council Members Present: Paul Shapiro

Others Present: Maria Capriola

The meeting was called to order at 4:00pm.

**1. PUBLIC COMMENT**

None.

**2. MINUTES**

The minutes of July 21, 2014 were moved by Wassmundt and seconded by Marcellino. The minutes were unanimously approved as presented.

**3. DRAFT USE OF TOWN ATTORNEY POLICY**

Discussion on the draft "Use of Town Attorney" Policy continued. Wassmundt offered a number of suggested edits to the policy. Edits made in response to Committee member comments from the July 21<sup>st</sup> meeting were also reviewed. Wassmundt made the motion, seconded by Marcellino to accept the policy with the noted changes (a copy of the policy will be included in the 8/25 Town Council packet). Motion passed unanimously. The policy will be submitted to the Town Council for the 8/25 meeting.

**4. TOWN MANAGER PERFORMANCE REVIEW**

It was determined that an executive session was not needed. However, a special meeting will be held on August 25<sup>th</sup> at 1pm for the purpose of this agenda item.

The meeting adjourned at 5:23pm.

Respectfully submitted,  
Maria E. Capriola  
Assistant Town Manager, Town of Mansfield